

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of March 28, 2006**

- I. **ROLL CALL:** Trustees Chair Thomas McCarney, Trustees Samantha Baraw, Libby Hambleton, Richard Sutor, and James Wilson. Also present were Village Manager Nanci Allard, Superintendent of Public Works William C. Lyon, Kenneth Johnson (Town Selectman), Evan Dietrich (DuBois & King), Stephen Fitzhugh (Planning Commissioner), Joan Fitzhugh, Everett Greenslit, and Lisa Youngbluth.

Chair McCarney called the meeting to order at 7:00 p.m.

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **March 13, 2006 (Village Budget Meeting #1).** Motion by Trustee Hambleton, seconded by Trustee Sutor, to approve the minutes. **Motion passed 3-0-2, with Trustees McCarney and Baraw abstaining.**
2. **March 14, 2006 (Village Budget Meeting #2).** Motion by Trustee Wilson, seconded by Trustee Hambleton, to approve the minutes. **Motion passed 3-0-2, with Trustees McCarney and Baraw abstaining.**
3. **March 14, 2006 (Regular Meeting).** Motion by Trustee Sutor, seconded by Trustee Wilson, to approve the minutes. **Motion passed 3-0-2, with Trustees McCarney and Baraw abstaining.**

b. **Approval of Bills**

1. **Warrant #19-06.** Motion by Trustee Baraw, seconded by Trustee Sutor, to approve Warrant #19-06 in the amount of \$38,044.99. **Motion passed 5-0-0.**
2. **Warrant #19-06A.** Motion by Trustee Hambleton, seconded by Trustee Wilson, to approve Warrant #19-06A in the amount of \$65,526.66. **Motion passed 5-0-0.**

- c. **Village Common Planning Project Update.** Manager Allard introduced Evan Dietrich, who is the Project Engineer from Dubois & King, Inc. Mr. Dietrich then provided a presentation of the proposed project, which includes improvements to the sidewalk, crosswalks, and curbing. In addition, the wall by the United Church lawn would be repaired and strengthened, with a possible addition of "tiers" that would allow spectators to better view public events on the Common. The scoping project in being partly funded by \$20,000 grant from the Vermont Agency of Transportation; the remaining \$5000 will be funded by the Village of Northfield. Although there were some concerns regarding easements, the materials to be used, etc., the Board was generally positive about the planning project and will look forward to future reports from the engineers.

- d. **Norwich University Upgrade Project.** Manager Allard then provided an overview of the proposed renovations at Norwich University. She noted that the used transformer at the King Street substation would be relocated to the Norwich University campus and a new transformer would be purchased for the Village. This had been approved at the previous Trustees regular meeting, but only three Trustees had been present. Motion by Trustee Sutor, seconded by Trustee Hambleton, to validate the Board's previous approval for this project. **Motion passed 5-0-0.**

- e. **Vermont Electric Power Company, Inc. (VELCO) Proxy.** Trustee Sutor explained that by authorizing the proxy, the Board would be enabling VELCO to purchase power from the electric market and take advantage of any price fluctuations. Motion by Trustee Sutor, seconded by Trustee Hambleton, to authorize the VELCO proxy. **Motion passed 5-0-0.** In addition, there was a memo from VELCO regarding their establishment as a LLC. They need documents from the Village of Northfield signaling its approval. Motion by Trustee Sutor, seconded by Trustee Wilson, to authorize Manager Allard to sign these agreements: Operating Agreement of Vermont Tansco Limited LLC and 1991 Transmission Agreement. **Motion passed 5-0-0.**

- f. **Northfield Health & Safety Policy Mission Statement.** At their February 28, 2006 meeting, the Board had authorized the Village to participate in the VLCT's 2006 Leader Program. This would provide an opportunity for the Village to earn back up to 4% of its health premiums by encouraging health and safety initiatives amongst its employees. Adopting this mission statement was a prerequisite for the Town's participation in the program. Motion by Selectman Hambleton, seconded by Selectman Wilson, to approve and sign the Northfield Health & Safety Policy Mission Statement. **Motion passed 5-0-0.**
- g. **Northfield .gov Domain Name Authorization.** In order to be assigned a .gov domain name for the new municipal website, a letter is required to prove that the requester truly represents a local government. A previous letter signed by the Municipal Manager was initially accepted but it was later decided that a letter from the Board Chairmen would be more appropriate. Motion by Trustee Sutor, seconded by Trustee Baraw, to authorize Chair McCarney to sign the authorization letter. **Motion passed 5-0-0.**

IV. REPORTS

- a. **Village Manager**

- 1. **Water Project Update.** Manager Allard stated that the planning project would be completed by December 2006. The Trustees had some concerns regarding the timing of the completion, the need for a bond vote, and putting the construction project out to bid. These matters will be addressed at a later meeting.

- b. **Committee Reports.** There were no reports.

- c. **Miscellaneous.** There was nothing additional.

V. PUBLIC PARTICIPATION (Unscheduled)

- a. **Everett Greenslit.** Mr. Greenslit wanted to know why the capacity of the Northfield Electric Department was at a peak when there had been an extensive upgrade in 1999. Trustee Sutor stated that the upgrade did not increase capacity. Mr. Greenslit wanted to know why there had been such an increase in power demand when there had been no major building projects in Northfield. Chair McCarney suggested that, even without new development, existing customers have been making more of a demand on the system. This especially includes household demand. Mr. Greenslit then brought up his previous concern that the electric system was not being properly monitored.

VI. ADJOURNMENT:

Motion by Trustee Hambleton, seconded by Trustee Sutor, to adjourn.
Motion passed 5-0-0.

The Board adjourned at 8:21 p.m.

Respectfully submitted,

Samantha Baraw

Samantha Baraw, Clerk

These minutes are subject to approval at the next regular meeting.